

**PUBLIC EMPLOYMENT RELATIONS BOARD**  
**TRANSCRIPT ORDER FORM**

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The transcript cost \$1.55 per page. Upon completion, transcripts will be shipped by US First Class Certified mail to the party specified below.

You may cancel your transcript order within seven (7) working days following the last day of hearing by contacting the Hearing Administrator at our Sacramento Headquarters Office (916) 322-3198; however, PERB cannot rescind charges, due to settlement or withdrawal, for transcripts already prepared and/or received.

Case Name: \_\_\_\_\_ Case No. \_\_\_\_\_

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1) \_\_\_\_\_ **The undersigned hereby requests a copy of the entire transcript in the above entitled case at a cost of \$1.55 per page plus S&H fees.**

**Additional:** The items below are in addition to the above-cost, available only to parties ordering transcripts. All transcripts are produced in Microsoft Word.

A) \_\_\_\_\_ The undersigned hereby requests the inclusion of a **CD** of each transcript at a cost of \$15.00 per hearing day.

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Motions to correct alleged errors in the transcript must be filed with PERB within 20 calendar days from service of the transcript. Failure to file a timely motion will be deemed a waiver of objection to the accuracy of the transcript.

Further, the undersigned acknowledges that the transcription contractor for PERB reserves all copyrights and that **no part of the transcripts may be reproduced, photocopied, emailed or transmitted in any form** without the expressed permission of the contracting company.

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**Print Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_